



**TOWN OF TELLURIDE**  
**Short Term Rental Restrictions**  
**In the Residential Zone Districts**

The Town recently amended Article 3, Division 6, *Short Term Rental Restrictions in the Residential Zone Districts* and as part of that amendment to the Land Use Code ("LUC"), we are providing this information sheet to help you understand the requirements. Both the Telluride Municipal Code and the LUC regulate short term rentals. In addition to restrictions on the number of total days that a dwelling may be rented annually, short term rentals are subject to sales tax, excise tax and business licensing requirements. These regulations apply in the following zone districts: Residential, Historic Residential, Hillside Transitional, Hillside Developing One, Hillside Developing Two, West Hillside and Medium Density Residential ("Residential Zone Districts"). A majority of the residential zone districts are north of Colorado Avenue. If you are unsure of whether you are in a residential zone, you may look on a zoning map on the Town's website: [www.telluride-co.gov/doc/zoning.pdf](http://www.telluride-co.gov/doc/zoning.pdf), or call the Planning Department at 970-728-2175. Short term rental restrictions and regulations do not apply to the accommodations and commercial zone districts.

**Ordinance History.** Short Term rental restrictions in the residential zone districts were first adopted in 1980. The number of available short-term accommodations was widely perceived as inadequate for peak needs. The intent of the original ordinance was to limit rental periods to times of peak tourist volume while maintaining the character of the residential neighborhoods. The short term rental restrictions, known as Article 3, Division 6 of the LUC had remained substantively the same from 1987 until 2010.

**Ordinance in Effect today.** The total number of days that a property may be rented on a short term basis in the residential zone districts must be a cumulative of **29 days or fewer** in a calendar year **no more than three times** in a calendar year. For example, you may rent your property once for 15 days, once for 10 days and once for 4 days total in a calendar year.

Short-term rentals shall only be authorized if the following requirements are met:

- Short-term rental is a use permitted in the LUC in the underlying zone district;
- There is a clearly-defined trash and recycling storage area and an adequate number of bear proof trash and recycling containers provided;
- There is an owner representative on-call full time while the property is rented and whose contact information is listed on the pertinent business license on file with the Town Clerk;
- The owners or owner representatives properly inform tenants as to the applicable town ordinances including but not limited to parking, pets, trash, recycling, bears and noise;
- A business license is required upon advertising of the short term rental property and must appear on all advertising of the structure;
- Local sales and excise taxes must be paid for all short term stays; and,
- A yearly affidavit is signed by the owner attesting to the duration and frequency of the prior year short term rental history.

**Long term rentals are those rental periods of 30 consecutive days or more.** You may rent your dwelling for periods of 30 days or more in the residential zone district for **no more than 3 times** in a calendar year. For example, you could rent your property one time for 60 days, one time for 30 days and one time for 180 days. During a calendar year, an owner may rent a property for both long term and short term periods. Long term rentals are not subject to the short term rental requirements listed in Article 3, Division 6 other than the limit of no more than three (3) long term rentals in a calendar year.

**Business License.** A business license is required if you choose to short term rent your property. A business license must be acquired prior to advertising the availability of the dwelling unit for rent. Advertising includes all advertising regardless of medium and must include a current business license number, a condominium name and unit number, and when advertising a rental house, its street address. To obtain a Town of Telluride business license contact the Town Clerks Department, Town Hall, 135 West Columbia Avenue, (970) 728-2158. You can also obtain Business License information on the Town of Telluride's web page at [www.telluride-co.gov](http://www.telluride-co.gov) under the Clerks Department page. Business licenses are renewable each calendar year.

The business license fee for lodging in a residential rental home is \$166 + \$22 per sleeping room.

#### **Where do my business license fee and taxes go?**

**Business License Fee.** 74% paid directly to Telluride Marketing Inc. ("TMI"), whose sole purpose is marketing the Telluride Region.  
20% goes to the Town of Telluride Open Space fund  
6% Administration of the business license program.

**Local sales and excise taxes.** In 2007, the Town began self collection of sales and excise taxes. Taxes must be collected and remitted for any overnight rental of 29 days or less. To obtain Town sales and excise tax information including forms, you may contact the Finance Department, 135 West Columbia Avenue, by phone (970) 728-2162, or Telluride's web page at [www.telluride-co.gov](http://www.telluride-co.gov) under the Finance Department page.

#### **Excise Tax**

The local excise tax is 2%. The proceeds from the excise tax goes into the Airline Guarantee Fund. The Town retains 2% of these funds and the remainder is paid to the Telluride Montrose Air Organization to support the airline guarantee program.

#### **Sales Tax**

The sales tax total is 8.4% which has the following parts:

- 4.5% Town – collected by the Town. Can be collected monthly, quarterly or annually.
- 2.9% State – collected by State
- 0.1% County – collected by State and sent to the County

Of the 4.5% sales tax rate collected by the Town, 0.5% of the 4.5% is dedicated to the Affordable Housing fund. 20% of the remaining sales tax that is unencumbered (sales tax pledged for debt obligations) is distributed to the Open Space Fund. The remainder of sales tax proceeds is split with 50% to General Fund and 50% to Capital Improvement Fund.

To obtain the form for submitting sales tax to the State you may contact the Department of Revenue at (303) 534-1208 or via their website at <http://www.colorado.gov/revenue>, then "sales tax file and pay." You may set up and file online, or go to the forms section of the website and download the "sales tax form."

#### **County Lodging Tax**

2% is collected by the State and sent to the County. The 2% county lodging tax that the owner collects and pays to the state goes to the county for support of MTI ( the same place our Business licenses fees go to).

**THE TOTAL TAXES COLLECTED ON SHORT TERM RENTALS ARE 12.4% THIS IS INCLUSIVE OF THE ABOVE REFERENCED EXCISE TAX, SALES TAX AND LODGING TAXES.**

**Town Ordinances.** It is the responsibility of the owner and/or owner representative to make short term rental tenants aware of Town Ordinances including but not limited to pets, trash, recycling, bears, noise and parking. A complimentary flier for short term rental tenants is available at Town Hall and Rebekah summarizing pertinent town ordinances.

**Failure to comply** with the provisions of the Telluride Land Use Code regarding short term rentals can have serious implications, Violations constitute a misdemeanor and upon conviction are punishable by a fine of up to one thousand dollars (\$1,000), or imprisonment for a period of up to ninety (90) days, or both such fine and imprisonment per offense. Each day that a violation occurs or continues to exist is considered a separate criminal offense. Besides the legal implications, short term rentals in residential neighborhoods can negatively impact other residents. The predominant way in which town officials learn of short term rental violations is through neighbor complaints.

We encourage voluntary compliance. Please contact the Town of Telluride Planning Department with any questions regarding the zone district locations, and what constitutes compliance and non-compliance with short-term rental restrictions. A member of the Planning staff can be reached at (970) 728-2175.



## COMMUNITY INSIGHTS

Live More Like a Local!

www.telluride-co.gov

**Help Reach Our Zero Waste Goal** Telluride is working hard to divert waste from the local landfill by reducing, reusing, and recycling. We encourage you to join the effort.

♦ **Trash & Recycling –**

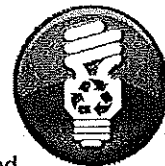
- **When is pickup?** Trash & recycling are collected on the same day either in front of or in the alley behind your accommodation unit. If your home is west of Pine Street (including the west side of Pine Street), then put trash & recycling out by 7 am on Wednesday. If your home is east of Pine Street (including the east side of Pine Street) put your trash & recycling out by 7 am on Thursday. Pine Street is where Picaya and the Free Box are located.
- **What goes into the blue recycling bin?** Guidelines to help you recycle here in Telluride are on the opposite side of this page.

- ♦ **Grocery Bags –** To help reduce waste, Telluride Town Council recently banned plastic grocery bags and placed a 10-cent fee on each recycled-content paper bag. We hope you have brought re-usable cloth grocery bags with you or that your host has left some for you to use during your stay. Alternatively, reusable bags are available for purchase the local grocery stores.

- ♦ **The Free Box –** The Free Box is a great place to find and leave wonderful, gently used *items that can be used again*. It is maintained by mysterious volunteers, AKA "The Friends of the Free Box". Please respect the rules. Do not leave anything on the sidewalk next to the box. Also, please do not leave electronics, furniture, or heavily used or soiled items.

### Think Conservation

- ♦ **Save electricity –** Turn off lights that are not needed, especially in unoccupied rooms or when you are not at home. Do not leave cell phones or computers plugged in, unless they are in active use or are being recharged. (You might also consider carrying a head lamp as a handy tool for potential electrical outages.)
- ♦ **Save water –** Turn off the water faucet when you are brushing your teeth or shaving. Only run full dishwasher and laundry loads.



**Never Feed Wildlife, Especially Bears** Telluride is incredibly lucky to be surrounded by a large variety of wildlife. However, while we live close to wildlife, we never feed them. This keeps the wildlife from associating humans with food; maintaining healthy boundaries that keep both them and us safe. Black Bears are in and around town from late March through early November. Their favorite early A.M. activity is knocking over trash cans to see which are full of food and not locked. So, please, remember to lock both clips on the lid of the outdoor trash can(s) each and every night.

### Be a Responsible Dog Guardian

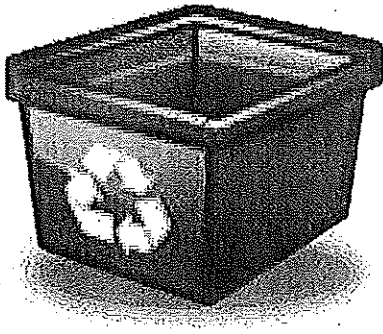


- ♦ **Means of Removal –** Guardians must have a bag or newspaper for picking up dog feces at all times.
- ♦ **Defecating (Failure to Remove) –** Guardians must immediately remove for proper disposal feces dropped by the dog(s) in their care.
- ♦ **Disposal of Feces –** Please put dog feces in a trash container or a container specifically provided for dog waste. It is unlawful (and yucky) to put poop in storm sewers, water ways, or on the property of another.
- ♦ **Leashing –** Dogs must be on a leash in Town Park and between Columbia & Pacific avenues (i.e., Main Street). During the ski season, dogs must also be leashed on the Gondola Plaza and at the base of Lift 7.

### Be Considerate

- ♦ **Noise –** Please keep the noise down, especially after 10 pm. Remember that your neighbors may be starting out for work (or first tracks) early in the morning.
- ♦ **Parking –** If possible, please park in the driveway of the property where you are staying. Do not park on the neighbors' property or block their driveways. You may park your vehicle on the street in your unit's neighborhood, if you have a parking permit and are in compliance with the street-specific parking regulations detailed on town parking signs. Your rental agent or local contact would provide this parking permit to you at check in.

Thank you for your cooperation!



# RECYCLING

## in Telluride

### RECYCLE IN 5 EASY STEPS

1. Remove any cap. If it is metal, put the cap into the blue recycle bin. If it is plastic, throw the cap away as trash.
2. Remove labels from bottles and tins, if possible.
3. Wash food residue from the item.
4. If it is plastic or metal, crush the item to reduce its volume. If it is a box, flatten it.
5. Place the item into the blue recycle bin. (Keep all co-mingles together on the bottom. Keep all paper/fiber together on the top or to the side of the co-mingles.)

### WHAT CAN YOU RECYCLE?

#### CO-MINGLES –

**Metal:** Aluminum cans, tin cans (No aluminum foil or pie tins.)

**Glass:** All bottles & jars. (No mirrors, drinking glasses, broken windows.)

**Plastic:** #1 through #6. Look for the mark on the bottom of the plastic.  
If there is no mark, then it is trash.

#### FIBER –

**Paper:** paper, newspaper, magazines, telephone books, receipts, envelopes-with and without windows.  
(No fluorescent paper. No photos.)

**Paper board:** cookie boxes, cracker boxes, cereal boxes, pasta boxes. (No milk cartons, juice cartons, or butter boxes.)

**Corrugated Cardboard:** Broken down to flat. Limit of 6 pieces per week. Place underneath the recycling bin.



[date]  
[mailing address]  
[city,state,zip]

### RESIDENTIAL RENTAL AFFIDAVIT

**Residential Street Address:**

Telluride, Colorado

**Town of Telluride Business License Number:**

**Town of Telluride Sales/Excise Tax Number:**

**Rental Status for Prior Calendar Year (please check all that apply):**

\_\_\_ Short Term \_\_\_ days \_\_\_ times in the calendar year

\_\_\_ Long Term \_\_\_ times in the calendar year

**I affirm that the above is a true and accurate statement.**

Owner Name/Owner Agent/Owner Representative (printed)

Contact Phone

Contact Email

Owner Name/Owner Agent/Owner Representative (signed) (date)

State of Colorado )

) ss.

County of \_\_\_\_\_ )

The foregoing was sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, by

My commission expires on: \_\_\_\_\_  
Witness my hand and official seal

Notary Public

**RETURN TO:** Telluride Town Clerk  
135 W Columbia Avenue, P.O. Box 397, Telluride, Co 81435

**DUE:** On January 15  
Beginning 2012